National Aeronautics and
Space Administration

Office of Inspector General
Washington, DC 20546-0001

MAR 3 0 2004

TO: GSFC/200.0/Deputy Program Manager-ODIN

FROM: W/Inspector General

SUBJECT: Office of Inspector General Support under ODIN Contract

This memorandum establishes the ODIN desktop support requirements for the OIG under the follow-on delivery order currently being negotiated by NASA.

The OIG requires the normal ODIN support with a few exceptions. Due to our need to restrict access to sensitive OIG information residing on our computers, we require limitations in the system administration area. Specifically,

1. No central computer management services/tools or remote management services shall be installed on OIG computers, such as:
    - Software distribution
    - Remote help desk
    - Computer tracing
    - Data backup
    - Inventory Control

2. Contractor shall only provide computer support when OIG personnel are present.

Additionally, we are migrating to a Virtual Private Network and require that all software load images, bug fixes, security patches, and/or upgrades be provided to the OIG via CD or DVD for our installation.

If any questions arise, or clarification is needed, please call Louis Benavides, IT Specialist, at (202) 358-0737, or Ronald Dill, Computer Security Official, (757) 864-8126.

Stephen J. Spratt
Director, Office of Resources Management

CC:
V/Ms. Pennington
V/Ms. Pendergrass
GSFC/200.0/Cox, Program Manager-ODIN